

DRAFT

MINUTES

Housing Authority of the Town of Darien
January 24, 2012 – 7:30 p.m.

The annual meeting of the Commissioners of the Housing Authority of the Town of Darien was called to order at 7:30 p.m. on Tuesday, January 24, 2012 in Room B-1 of the Darien Town Hall, 2 Renshaw Road, Darien, CT.

Present were: Commissioners Cynthia Ashburne, Joe Warren, Jan Raymond, Kass Bruno, Jan Pierret; Executive Director, Kathryn Molgano; Co-Developers Arthur Anderson and John McClutchy.

Minutes from the Meetings of December 6, 2011 were approved without objection.

The Paid Bills Reports for Allen-O'Neill Homes for December 2011 and January 2012 were accepted as submitted on a motion by Joe Warren. Paid Bills Reports for December 2011 and January 2012 for Old Town Hall Houses were accepted as submitted on a motion by Joe Warren.

Election of Officers: The annual election of officers was held. On a motion by Jan Raymond the commissioners voted unanimously to elect the 2012 slate of Officers as proposed by Joe Warren:

Chairman – Cynthia Ashburne
Vice-Chairman – Jan Raymond
Treasurer – Joe Warren
Assistant Treasurer – Kass Bruno

Tenant Commissioner Election Process: Jan Raymond reported on her meeting with Gwen Mogenson of the Darien League of Women Voters to request the League's participation as a third party to run the election for the selection of a Tenant Commissioner as required by new legislation that went into effect on October 1, 2011. (DHA tenants successfully petitioned for the election of a Tenant Commissioner under CT Statute Section 8-41.) On a motion by Jan Raymond, the commissioners voted unanimously to engage the League of Women Voters to administer the election. DHA will provide LWV with a list of eligible voters from both Allen-O'Neill Homes and Old Town Hall Houses.

Redevelopment Update: Arthur Anderson provided an update on the status of the Allen-O'Neill Redevelopment. He reported that negotiations for financing are progressing well and are on track for the amount needed. He projected that we will close on the financing in March or April. The architects and engineers are working on the final stages of the plans and specifications, and those should go to the contractor, lender and equity investor around the middle of February. When the plans and specifications are complete, and Viking puts the project out to bid, the process of requesting zoning and building permits from the Town will begin. The development team has been in regular contact with Darien building officials to keep them apprised of the status. The Town requires that a "curtain" or "trench" drain be built along the AON/Fairfield Avenue property line before permits can be issued. This work will begin in mid-February. Test wells will be drilled on DHA property to monitor the efficiency of the curtain drain.

Arthur reported that high efficiency electric heat pumps will be used in the redevelopment as we were unable to access gas. He is working with a leading consultant to obtain LEED certification for the completed project. The certification process is very detailed and will require additional capital investment in the building envelope and the mechanical systems, but that investment will be good for the environment and will reduce utility costs for the residents.

Susan Harkett-Turley of HERC (Housing Education Resource Center) and staff members have met with all but four of the AON tenants to discuss resident relocation and housing needs. During Phase I of the project, 22 households will be relocated for approximately one year before moving back to the redevelopment. 4 households will be relocated during Phase II and will be off-site for approximately seven months. Households in Phase III will move directly into their new units. Housing Authority staff will be working to find temporary housing for tenants who will be moved off-site during construction. Tenants who are temporarily relocated off-site will continue to pay their current rent amount to the DHA. DHA will contract with the off-site landlords, pay the rents, security deposits, contract with moving companies and pay moving expenses. If tenants need to rent storage space during the relocation period, DHA will cover those costs. Existing tenants will each have storage bins in the new redevelopment and those who currently have storage sheds will not be able to keep them on site.

Cyndy Ashburne opened the floor to questions from commissioners and from the audience. Commissioner Jan Pierret asked a number of questions about the drainage system, specifically on the location of the retention basin that would be in close proximity to her house, suggesting that the basin be moved twenty feet. She also made reference to her interaction with residents, neighbors and Town departments. Cynthia Ashburne stated that matters pertaining to individual resident conversations should not be discussed in public and suggested discussing after the meeting. An Allen-O'Neill neighbor raised the issue of communication and expressed displeasure that the Allen-O'Neill website is not up to date. The neighbor was reminded that the Allen-O'Neill website is run by a volunteer. Arthur Anderson indicated that they were in the process of setting up a new website which should be launched in the near future.

Executive Director's Report: Kathryn Molgano reported on the following:

Fiscal Year 2010/2011 Audit: The in-house state audit was conducted on January 12, 2012. The completed auditor's report is expected by month end.

Continued Occupancy: Applications for Continued Occupancy were mailed to tenants of Old Town Hall Houses and will be due by February 15th. DHA staff will be available in the office of the Community Room on dates to be announced to assist residents with their applications.

AON Relocation: DHA staff is working on the relocation of Phase I tenants (as discussed in Arthur Anderson's update) and is seeking the assistance of an area realtor to help find housing options for these residents.

Allen-O'Neill Association: No report.

Senior Resident Association: No report.

The meeting was adjourned at 9:10 p.m. on a motion by Joe Warren.

Respectfully submitted,

Kathryn Y. Molgano
Executive Director